

Confidential Position Specification

**Vice President Finance and  
Administration: University of New  
Mexico Health & Health Sciences**



HEALTH & HEALTH SCIENCES

April 2023



KORN FERRY®

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# The Opportunity

## Position



**Vice President for Finance and Administration: University of New Mexico Health & Health Sciences**



## Location

**Albuquerque, New Mexico**

## Reporting Relationship



**Executive Vice President for Health Sciences and CEO University of New Mexico Health System - Douglas Ziedonis, MD, MPH**



## Website:

**<https://hsc.unm.edu/>**

## The University of New Mexico Health and Health Sciences

The University of New Mexico's Health and Health Sciences is New Mexico's only academic health center, including one of the major providers of healthcare in New Mexico. The UNM Health Sciences includes a School of Medicine, College of Pharmacy, College of Nursing, College of Population Health, Health Professions Program, Project ECHO, Center for Native American Health, NCI Comprehensive Cancer Center, Office of Medical Investigators and many other outstanding academic and service units. UNM Health includes UNM Hospital, the Sandoval Regional Medical Center, the UNM Medical Group, Office of Community Health, and numerous clinical partnerships throughout the state. We serve a very diverse population and are dedicated to improving the health and health equity of all New Mexicans, including by providing excellent quality, cutting-edge health care and superior academic and clinical training of healthcare providers.

Overall, the budget of the UNM Health and Health Sciences is \$2.8 billion with 12,000 employees, including faculty and staff. The UNM Health System provides the highest quality of care for more than 200,000 New Mexicans each year with a budget of \$1.9 billion. There is over \$200 million of research funding with over \$1 Billion of capital projects.

UNM Health manages New Mexico's only Level I Trauma Center, caring for patients with the most complex conditions from across the state. UNM Health is home to the only Burn Center and the only National Cancer Institute designated Comprehensive Cancer Center. UNM Health providers specialize in over 150 areas of medicine and employ over 7,000 professionals. Together, we receive 900,000 outpatient visits, 22,000 surgical cases and 100,000 emergency room visits each year.

UNM Hospital was built on Native American grounds, with the promise to provide culturally competent and inclusive care to all New Mexicans. UNM Health has followed through with their mission of accessible, affordable care. UNM Health System provides about \$50 million in charitable care and financial assistance for services not covered by insurance or federal programs.

## The University of New Mexico

Founded by an act of the New Mexico Territorial Legislature in 1889, the University of New Mexico (“UNM”) opened its doors in June 1892, 20 years before its namesake would become a state. UNM is the flagship academic institution with the largest enrollment of students in a New Mexico higher education institute. UNM is a comprehensive, Carnegie-designated Research 1 University, and a Hispanic Serving Institution and Minority Serving Institution.

The University now offers over 200 degree and certificate programs, including 94 baccalaureates, 71 masters, and 37 doctoral degrees through the Anderson School of Management, College of Arts and Sciences, College of Education and Human Sciences, College of Fine Arts, Graduate Studies, Honors College, College of Nursing, College of Pharmacy, College of Population Health, College of University Libraries and Learning Sciences, School of Architecture and Planning, School of Engineering, School of Law, School of Medicine, and University College.

UNM is comprised of its Albuquerque Campus as well as branch campuses in Gallup, Los Alamos, Taos, and Valencia. Health Sciences has a satellite campus in Rio Rancho on a shared campus with UNM Health’s Sandoval Regional Medical Center. The Albuquerque Campus student population reflects the ethnically diverse population of New Mexico and includes historically underrepresented groups - approximately 44% of the student population are Hispanic, 5% Native American, 4% Asian, 2% African American, 3% multi-racial, and 5% are international. The Hispanic student population includes some with deep roots going back many generations in the region while others are recent immigrants from Latin America; Native American students come from 24 tribes that have ancestral homeland ties to New Mexico including 20 Pueblos, the Navajo Nation, and the Jicarilla Apache Nation, Mescalero Apache Tribe, and the Fort Still Apache Tribe. The populations at the branches are equally diverse, with, for example, the student population of the Gallup campus being nearly 70% Native American. It is a point of pride that the University is composed of a complex intersection of cultures and backgrounds.

### **UNM 2040: Opportunity Defined**

Launched in the Summer of 2022, [UNM 2040](#) is the multi-year strategic plan created to build the future of UNM. In order to achieve a vibrant and thriving society and to build a healthier, better educated, and more economically vigorous New Mexico, UNM must create opportunities to advance New Mexico, focus on the student experience and innovation within their educational enterprise, build on the strength of their diverse cultures, establish an operational model that is environmentally, socially, and economically sustainable, and more fully integrate as one University.

UNM Health and Health Sciences just completed a strategic planning process that builds from the foundation of UNM 2040 and integrates strategies across the health system and health science units and missions. Through a very inclusive process with thousands of faculty, staff, students, and community members providing input, the process is now in the implementation planning phase. With a vision to “Transform health care and health science education and research to improve health and health equity for New Mexico and beyond,” seven strategic priorities to improve the health of all New Mexicans were established: (1) Prioritize Workforce Development, Recruitment and Retention, (2) Elevate Behavioral Health: Address Mental Health & Substance Misuse, (3) Enhance Health Equity, including for Rural, Hispanic/Latino, Native American and other Underserved Groups, (4) Expand Impact through Research, (5) Enhance Access, Quality and Safety of Clinical Care, (6) Enrich Student

Experience, Educational Innovation, and Outcomes, and (7) Advance New Mexico's Economic Development in Biosciences and Health Care Services and Technology.

## Position Summary

Under the direction of the Executive Vice President (EVP) for Health Sciences and CEO of University of New Mexico Health System, the Vice President, Finance and Administration assumes overall responsibility for all fiscal and administrative operations of the UNM Health Sciences and provides oversight, coordination and reporting of UNM Health fiscal and administrative operations matters.

This Vice President role provides strategic consultation, coordination, and leadership on financial and operational matters to the EVP&CEO and with the Health and Health Sciences leaders, including support for implementation of strategic plans.

The Vice President, Finance and Administration consults and collaborates with senior leaders across the University, including Health and Health Sciences, as it pertains to finance and administration functions, including clinical finance and operations. This leader works closely with the UNM Executive Vice President (EVP) for Finance and Administration (University wide leader) for One University collaboration and direction.

UNM Health and Health Sciences management responsibilities include plans, directs, and oversees business and accounting services, budgeting and financial reporting, contracting, facilities and space planning, capital projects, and office of sponsored projects, including pre/post award.

## Key Responsibilities

The Vice President Finance and Administration: University of New Mexico's Health and Health Science will:

- Support UNM's [UNM 2040](#) One University Goal of enhancing and aligning institutional administrative functions and strengthening the overall University and its impact by identifying gaps and prioritizing areas for streamlining, integrating, and improving administrative systems and processes, in order to provide coordinated, efficient, and high-quality services.
- Develops and executes financial strategies and oversight integration to improve the quality, efficiency and responsiveness of UNM Health and Health Sciences financial needs; formulates goals and objectives in accordance with the overall mission and goals of UNM Health and Health Sciences.
- Through the EVP/CEO, works with University leadership and the Board of Regents on the identification and resolution of strategic financial issues with current or potential impact on the UNM Health and Health Sciences and the University as an enterprise.
- Under the direction of the EVP/CEO, represents the UNM Health and Health Sciences and maintains contact with local, regional, state, and federal agencies, as well as business, professional, and education institutions.
- Consults and collaborates with the UNM EVP of Finance and Administration and the University Controller to ensure consistency in the development and application of university financial policies and standards.

- Supporting the EVP/CEO in providing strategic leadership and alignment in the development of short- and long-range organizational goals, objectives, strategic plans, policies, and operating procedures as it relates to functional oversight.
- Reviews and analyses major contractual obligations of the UNM Health and Health Sciences to ensure consistency with overall financial goals, objectives, and plans, and compliance with university financial policies, procedures, and standards.
- Provides oversight, alignment, support, leadership and direction to 24 UNM Health and Health Science administrative, academic, and health system units; including managing funds flow between UNM Health and the UNM Health Sciences of about \$600 million dollars annually.
- Directly manages division leaders of the offices of budget and facilities, financial services, and shared services.
- Works directly with UNM government relations team on legislative priorities matters (business and budget planning in particular) and provides presentations to the Legislative Finance Committee and other legislative committees on UNM Health and Health Science finances and budgets.
- Works with UNM Health and Health Science leaders to prepare financial reports for the Board of Regents and the Health and Health Science Committee of the Board of Regents and presents this information at the formal board and committee meetings.
- Develops, administers, and oversees the monthly and annual budget process, financial strategic planning, and administrative program assessment to maximize the most efficient and effective use of resources.
- Manages the VP's administrative team within the Office of the EVP&CEO, including the UNM Health Sciences human resources in collaboration with the UNM Human Resources Office. In addition, manages the UNM Health and Health Sciences 'policy office and , the Health Sciences facilities management, compliance and capital projects, coordinating with the UNM EVP of Finance and Administration and relevant university and health system leaders.
- Working with the EVP&CEO's Chief of Staff, supports health science staff through shared services and wellness programs including aligning with programs across the university.
- Designs, establishes, and maintains an organizational structure and staffing to effectively accomplish the goals and objectives within areas of oversight.
- Oversees and coordinates annual external financial statement audit for UNM Health System and Health Sciences.
- Provides coordination and recommendations of capital outlay funding for the Health Sciences to send to the State of New Mexico Higher Education Department and State Board of Finance for approval.

## The Candidate

### Experiences and Professional Qualifications

The successful candidate should have:

- Master's degree; at least 10 years of experience directly related to the duties and responsibilities specified, preferably with five years working in higher education or in a clinical healthcare system.
- A strong preference for those holding a Certified Public Accountant certification.
- An advanced degree is preferred.

## Skills and Competencies

The successful candidate should possess a broad array of skills including:

- Strong leadership skills and the ability to engender trust, respect, and credibility.
- Excellent communication, interpersonal, and team building skills.
- Demonstrated ability to build collaborative relationships with a diverse range of both internal and external constituencies.
- Knowledge of participation-based management planning/reporting and integrated budgeting practices.
- Knowledge of academic health science and health unit budgets and personnel.
- Knowledge of financial health system processes and procedures, including managing health system emergency federal funds.
- Knowledge of federal, state and university EEO/AA/Diversity laws, guidelines and procedures.
- Knowledge and understanding of institutional policies and procedures and the regulatory environment within which they operate.
- Highly developed and comprehensive financial management skills gained in a large, multifaceted public institution.
- Demonstrated ability to build collaborative relationships with a diverse range of both internal and external constituencies.
- In-depth knowledge and understanding of relevant state and federal laws, regulations, operating guidelines and generally accepted accounting principles (GAAP), as they pertain to higher education.
- Leadership skills in the development of policies, planning guidelines, and procedures for major capital budget programs, including development of Capital Plans.
- Demonstrated ability to lead cross-functional matrixed teams.
- Proven record of accomplishment, initiative, and work ethic.
- Strong analytical and critical thinking skills, and ability to establish clear priorities.
- Ability to adapt to change and incorporate best practices.
- Ability to produce consistently accurate and relevant institutional metrics, benchmarked to peer institutions; ability to guide leadership in data-informed decision making.

- Ability to oversee operating budgets and financial processes.
- In-depth knowledge of institutional Information Technology planning.

## Key Attributes

- Leader rather than director
- Critical and forward thinker
- Strong interpersonal skills
- Collaborative and excellent listener
- Strategic thinker and implementer of strategic plans
- Ability to toggle between the big picture and day to day operations.

## Success

- Successful involvement in the implementation of the one university system, as well as the enhanced collaboration of the health system and health sciences.
- Evaluation of where the UNM Health and Health Science is now and continuously looking forward to where it needs to be in the future, including on technology.
- Strong financial acumen that helps strengthen the financial health of the UNM Health and Health Sciences as a whole.
- Provide leadership and support to the UNM Health Sciences central offices (other Vice Presidents and Directors) and to the Deans and Financial/Administrative leaders in the School of Medicine and Colleges of Pharmacy, Nursing, and Population Health.
- Maximization of funds flow and operational efficiencies, including working with the EVP&CEO to pursue alternative funding sources.
- Strong leadership around standards, accountability, and expectations
- Collaboration with the State of New Mexico, Counties and the Cities and other stakeholder partnerships, including the NM Veterans Affairs Health Care system.
- Thoughtful change agent who supports and led change management processes.
- Proven qualitative focus which establishes credibility, trust and confidence.
- Supports Inclusive Excellence, including the sense of belonging and our institutional goals for workforce development and retention.



## Procedure for Candidacy

Confidential review of applications, nominations and expressions of interest will begin immediately and will continue until an appointment is made. To ensure full consideration, please email a letter of interest and resume to Elizabeth Homsy from Korn Ferry at: Elizabeth.homsy@kornferry.com

*The University of New Mexico has implemented a mandatory COVID-19 vaccine requirement for UNM students and employees. For detailed information, visit <https://bringbackthepack.unm.edu/vaccine/vaccine-requirement.html>.*

***Positions posted with a Staff Type of Regular or Term are eligible for the Veteran Preference Program. See the [Veteran Preference Program webpage](#) for additional details.***

*The University of New Mexico is committed to hiring and retaining a diverse workforce. We are an Equal Opportunity Employer, making decisions without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, veteran status, disability, or any other protected class.*

*The University of New Mexico requires all regular staff positions successfully pass a pre-employment background check. This may include, but is not limited to, a criminal history background check, New Mexico Department of Health fingerprint screening, New Mexico Children, Youth, and Families Department fingerprint screening, verification of education credentials, and/or verification of prior employment. For more information about background checks, visit <https://policy.unm.edu/university-policies/3000/3280.html>. Refer to <https://policy.unm.edu/university-policies/3000/3200.html> for a definition of Regular Staff.*



## Appendix I: New Mexico

New Mexico is known as "The Land of Enchantment" or "Tierra del Encanto" because of its scenic beauty and rich history and cultures. New Mexico offers an incredible place to live and work with a wide variety of excellent housing options, wonderful climate with lots of sunny days, relatively lower cost of living, and growing economy. There are many and a wide variety of adventures; art, music and dance; hiking, biking, and many outdoor activities; breath-taking landscapes, and a very rich multicultural heritage and history, including a combination of Native American, Hispanic, Anglo, and other cultures.

Oil and gas production, agriculture, the arts, the film industry, tourism, biosciences, health services and technology, two national laboratories, and other industries are important drivers accelerating New Mexico's economy. State, County, and City governments have a comprehensive system of tax credits and technical assistance to promote job growth and business investment, especially in new technologies. The state is home to more PhD holders per capita than any other state in the country as it is home to Sandia National Laboratories, Los Alamos National Laboratory, Intel, several other research facilities, and several land management agencies including the Forest Service and National Park Service. Go to this site <https://www.abq.org/> to learn more about economic development in Albuquerque, including information on top employers.

New Mexico has one of the most diverse landscapes in the world, with a range of incredible outdoor adventures to match. The geography ranges from snow-capped 13,000-foot peaks, wildflower fields, thick forests of cottonwoods, white sand dunes, volcanoes, and lava fields, to vast expanses of ranch land and desert. New Mexico is also diverse in its population, with the highest percentage of Hispanics in the U.S., including descendants of the original Spanish/Mexican settlers who have lived in the area for more than 400 years, as well as more recent immigrants from a variety of nations in Latin America. It has the second-highest percentage of Native Americans as a proportion of the population, and the fourth-highest total number of Native Americans, including 19 Pueblos, Navajo, and 2 Apache nations.

The University of New Mexico and the UNM Health System is located primarily in Albuquerque, the most populous city in New Mexico with its own rich culture and heritage as one of the oldest cities in the U.S. Santa Fe is the oldest capital in the United States and is a wonderful town a short drive away. New Mexico and its communities have a multicultural heritage and history where diverse influences are a part of everyday

life. Averaging 310 days of sunshine a year, it is also a great place for outdoor activities, including biking, skiing, fishing, hiking, or golfing on some of the best golf courses in the Southwest. Residents and visitors alike take advantage of the many traditional New Mexican and wonderfully diverse foods and restaurants, as well as enjoy world-class visual and performing arts, opera, and visit the many museums and historical sites around the state. Albuquerque is home to the International Balloon Fiesta, the world's largest gathering of hot-air balloons. The Sandia Mountains run along the eastern side of Albuquerque, and the Rio Grande flows through the city, north to south. More information about Albuquerque can be found at <http://www.visitalbuquerque.org/> and more information on our beautiful state can be found at <https://www.newmexico.org/> .

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## About Korn Ferry

Korn Ferry is a global organizational consulting firm. We work with our clients to design optimal organization structures, roles, and responsibilities. We help them hire the right people and advise them on how to reward and motivate their workforce while developing professionals as they navigate and advance their careers. Our 7,000 experts in more than 50 countries deliver on five core areas: Organization Strategy, Assessment and Succession, Talent Acquisition, Leadership Development and Total Rewards.

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